



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final Utilities Committee

Tuesday, June 10, 2025

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Aldersperson Heffernan called the Utilities Committee Meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht

4. Approval of minutes from previous meeting

[25-0639](#)

Approval of the May 27, 2025 Utilities Committee Meeting Minutes.

Attachments: [May 27, 2025 Utilities Committee Meeting Minutes.pdf](#)

Stancil-Martin moved, seconded by Dougherty, that the May 27, 2025 Utilities Committee Meeting minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht

5. Public Hearing/Appearances

6. Action Items

[25-0653](#)

Request Approval of the Electronic Compliance Maintenance Annual Report (eCMAR) for 2024 and Request the following Resolution be presented to the Common Council for approval:

Whereas, the City of Appleton manages, operates, and maintains a sewer collection system and wastewater treatment plant; and

Whereas, treatment efforts produce a liquid effluent and a biosolids that are returned to the environment; and

Whereas, the State of Wisconsin evaluates wastewater utilities throughout the State of Wisconsin through an electronic Compliance Maintenance Annual Report (eCMAR); and

Whereas, Appleton received the score of 4.0 GPA; and

Whereas, the State of Wisconsin requests the Common Council pass a resolution accepting the eCMAR report;

Now, therefore, be it resolved by the City Council that the City of Appleton:

Article1. Continue supporting the treatment and maintenance programs at the utility

Article 2. Continue planning efforts that will address and promote long term performance results at the facility.

Attachments: [Validated eCMAR 2024.pdf](#)

Stancil-Martin moved, seconded by Dougherty, that the Electronic Compliance Maintenance Annual Report (eCMAR) for 2024 and the attached Resolution to be presented to Common Council be recommended for approval. Roll Call.

Motion carried by the following vote:

Aye: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht

7. Information Items

[25-0679](#)

Pending Letter of Intent with Renewable Natural Gas (RNG) Company

Attachments: [250606 UC Info Memo RNG Agreement LOI.pdf](#)

This item was presented.

[25-0396](#)

Water Main Break Reports for February, March, and April 2025

- Water Distribution and Meter Team Monthly Report - February
- Water Distribution and Meter Team Monthly Report - March
- Water Distribution and Meter Team Monthly Report - April

Attachments: [2 - February 2025 - Water Main Breaks.pdf](#)

[3 - March 2025 - Water Main Breaks.pdf](#)

[4 - April 2025 - Water Main Breaks.pdf](#)

The reports were presented.

8. Adjournment

Dougherty moved, seconded by Stancil-Martin, that the Utilities Committee Meeting be adjourned at 4:43 p.m.. Roll Call. Motion carried by the following vote:

Aye: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht